



# MONTANA LEGISLATIVE BRANCH

## Legislative Fiscal Division

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Legislative Fiscal Analyst  
CLAYTON SCHENCK

September 28, 2005

Joan Miles, Director  
Department of Public Health and Human Services  
PO Box 4210  
Helena, MT 59620

Dear Ms. Miles:

At the June meeting of the Legislative Finance Committee (LFC), the committee voted to request information from each agency on the status of certain FTE for which funding was added in HB 2. This letter is our request for this information. Specifically, the committee wishes to know:

- 1) Which positions have been filled
- 2) The status or projected hire date of positions that have not been filled
- 3) Issues encountered in attempting to fill the positions

Attached to this letter is a form(s) for the positions for which the LFC requests this information. Please complete and return the form via email to the analyst listed on the form and to Diane McDuffie at [dimcduffie@mt.gov](mailto:dimcduffie@mt.gov) in the Legislative Fiscal Division by October 14, 2005.

Thank you for your attention to this matter. If you have any general questions about this request, please contact Taryn Purdy at 5383, or at [tpurdy@mt.gov](mailto:tpurdy@mt.gov). If you have questions about a particular update, please contact the LFD staff person listed.

Sincerely,

Clayton Schenck  
Legislative Fiscal Analyst



## FTE Information Requested by the Legislative Finance Committee For the 2007 Biennium

### **General Information**

Agency Name: DPHHS Director's Office  
Due Date: 14-Oct-05  
LFD Contact: Steinbeck, Lois  
Agency Contact: Sheri L. Vukasin

### **Specific Information**

Decision Package: 3602  
# of FTE: 1.00

FTE Purpose: Tribal Staff

### **FTE Information Required**

<b>Position FTE Hired For</b> (Please provide position name e.g., Program Manager for Small Business Insurance Pool)	<b>Hire Date</b>
Position number 69104751, Administrative Specialist	Being Recruited

If the FTE have not been hired:

When will the FTE be hired? (Be specific as possible e.g., December, end of 3<sup>rd</sup> quarter, etc.)

Position was submitted for advertisement on September 29, 2005 to be advertised in the next round of agency advertisements. Position has not been filed to date. Advertisement is anticipated to be posted in the newspapers and on the state job posting web page Wednesday, October 5. Anticipated hire date is the end of November 2005.

If recruitment efforts were unsuccessful, what prevented you from hiring? (e.g. didn't get qualified applicants, vacancy savings, etc.) \_\_\_\_\_